

**To:** debbie@nynjbaykeeper.org[debbie@nynjbaykeeper.org]  
**Cc:** Chin, Arlene[Chin.Arlene@epa.gov]; Ayala, Wanda[Ayala.Wanda@epa.gov]  
**From:** Kluesner, Dave  
**Sent:** Wed 5/28/2014 4:26:39 PM  
**Subject:** RE: DRAFT Contract for Passaic River TAG

Debbie, one additional request, please send EPA the executed contract when it is available. Thanks

**From:** Kluesner, Dave  
**Sent:** Wednesday, May 28, 2014 12:01 PM  
**To:** Debbie Mans  
**Cc:** Chin, Arlene; Wanda Ayala  
**Subject:** DRAFT Contract for Passaic River TAG

Debbie, our review of the draft contract indicates that the contract is acceptable. We offer the following input for your consideration.

On page 3, in the section on invoice system, you should add:

- supporting documents (e.g. receipts) need to be provided
- the invoice should include a description of each task performed, hours required, etc. This information is necessary for EPA review of the payment requests to ensure that all activities are allowable and directly related to the TAG agreement.

Thanks, any questions, please call or reply email.

**From:** Debbie Mans [mailto:debbie@nynjbaykeeper.org]  
**Sent:** Friday, May 16, 2014 3:48 PM  
**To:** Region2 GrantApplicationBox  
**Cc:** Heather Lastname  
**Subject:** DRAFT Contract for Passaic River TAG

Attached please find a draft contract for the Passaic River TAG. Per the requirements of Section

19 of our contract I am submitting it for review and comment by the EPA Grant Specialist and Project Officer.

Please confirm receipt. Thank you, Debbie

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Debbie Mans, Executive Director & Baykeeper  
NY/NJ Baykeeper

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